

Pledge of Allegiance

At 7:05 p.m. the Supervisor called the meeting to order with the Salute to the Flag.

Workshop

The board reviewed and discussed the items on the workshop agenda.

Public Comment

No comments

Town Board Meeting- Roll Call

Supervisor Maureen Fleming-present Councilman Paul Denbaum- present
Councilwoman Jaime McGlasson- present Councilman Bill Huestis- present
Councilman Scott Chin- present

Resolution#128 Approval of Sale of Recreation Department Vehicle and Equipment

On the motion by Councilman Denbaum

Seconded by Councilwoman McGlasson

WHEREAS, the Town of Kent Director of Recreation and Parks has recommended that certain equipment and other items which have reached the end of their service life be offered for sale to third parties; and

WHEREAS, the Town of Kent Municipal Repairs Manager has identified the following pieces of equipment that are recommended to be offered for sale:

2002 Ford F-350 Dump

1997 Toro Sand Pro 5000 Infield

(the "Equipment"); and

WHEREAS, the Town Board wishes to authorize the Director of Recreation and Parks to offer the Equipment for sale to third parties, or, if there are no purchasers, to sell the Equipment for scrap value.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent, authorizes the Town of Kent Director of Recreation and Parks to offer the items identified hereinabove for sale to third parties or, if there are no purchasers, to sell the Equipment for scrap value.

Motion carried unanimously

Resolution#129 Approval of Purchase of Infield Groomer

On the motion by Councilman Denbaum

Seconded by Councilman Chin

WHEREAS, the Town Board of the Town of Kent has received a request from the Town Director of Recreation and Parks, Louis Fernandez, to authorize the purchase of a Smithco Sand Star Zee Infield Groomer; and

WHEREAS, in accordance with the Town's Procurement Policy, the Recreation Department obtained three quotes for the purchase of a Smithco Sand Star Zee Infield Groomer, full and complete copies of which are annexed hereto and hereby made a part hereof; and

WHEREAS, Wilfred MacDonald, Inc. has submitted the lowest quote in the amount of \$10,336;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby authorizes and approves the purchase by the Recreation Department of a Smithco Sand Star Zee Infield Groomer from Wilfred MacDonald, Inc. at a cost not to exceed \$10,336; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Kent hereby authorizes and directs the Supervisor to execute any and all documents necessary to give effect to this resolution.

Motion carried unanimously

Resolution #130 Approve Correction of Violation, Acceptance of Proposal and Charge to Property Owner

On the motion by Councilman Denbaum

Seconded by Councilwoman McGlasson

WHEREAS, the Code Enforcement Officer of the Town of Kent issued an Order to Remedy a Violation directing the owners to remove all rubbish and debris from the exterior area of 15 Quaker Road, Kent, New York identified as Tax Map # 33.24-1-34 (the "Property"); and

WHEREAS, the Order to Remedy required the owner of the Property to remove rubbish and debris from the exterior area of the Property or submit a written request to the Code Enforcement Officer for a hearing to discuss remedial action to abate said violation within ten days; and

WHEREAS, more than ten days have elapsed since the service of the Order to Remedy and the owner of the Property has failed to correct the violations as required by the Order to Remedy, or submit a written request to the Code Enforcement Officer to discuss remedial action to abate the violation; and

WHEREAS, pursuant to Chapter 55A of the Town Code of the Town of Kent regarding "Property Maintenance", upon the failure, neglect or refusal of any owner to comply, the Building Inspector is authorized to correct a violation or cause such violation to be corrected subject to the approval of the Town Board; and

WHEREAS, the Town Board wishes to authorize the Building Inspector to immediately correct the violations at the Property and the costs of such correction shall be charged to the property owner;

WHEREAS, consistent with the Town's Procurement Policy, the Town of Kent requested written proposals from contractors to correct the violation on the Property and received only one quote in response, a copy of which is annexed hereto and incorporated by reference; and

WHEREAS, FT Adams, Inc. of Holmes, New York has submitted the lowest proposal to clear the Property at a cost of \$300; and

WHEREAS, the Town Board of the Town of Kent wishes to accept the proposal submitted by FT Adams, Inc. in the amount of \$300;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby accepts the proposal of FT Adams, Inc. for the correction of the violation on the Property; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Kent hereby authorizes and directs the Supervisor to execute any and all documents necessary to give effect to this resolution; and it is

FURTHER RESOLVED, that the actual cost of the correction of the violations, plus the accrued legal rate of interest per annum from the date of completion of the work, if not paid by the property owner, shall be charged to each property owner by the Town in accordance with Chapter 55A-12(B).

Motion carried unanimously

Resolution#131 Approval of Lake Carmel Park District Fee Schedule

On the motion by Councilman Denbaum

Seconded by Supervisor Fleming

WHEREAS it has been recommended to the Town of Kent by the Lake Carmel Park District Advisory Board that the replacement fees for guest badges, photo id badges, boat badges, car badges and all badges are excessive especially for the first and second time.

WHEREAS the Town of Kent wishes to lower and eliminate the replacement fee for the first and second replacement for Lake Carmel Park District identification badges.

NOW, THEREFORE BE IT FURTHER RESOLVED that the Town of Kent hereby eliminate fees associated with replacement badges for Lake Carmel Park District for the first and second replacements per person.

Motion carried unanimously

Resolution#132 Add Boat Auction to the Agenda

On the motion by Councilman Denbaum

Seconded by Councilman Huestis

Resolved: Boat auction be added to the agenda

Motion carried unanimously

Resolution#133 Approval of Boat Auction

On the motion by Councilman Denbaum

Seconded by Councilman Huestis

WHEREAS, the Lake Carmel Park District has an excess of abandoned boats collected from the Lake Carmel Park District property and

WHEREAS, to get the best value for the boats the Lake Carmel Park District has set an auction date for those boats to be April 30, 2016

NOW THEREFORE BE IT RESOLVED, that the town board of the Town of Kent hereby authorizes the boat auction on April 30, 2016 and

BE IT FURTHER RESOLVED, the supervisor of the Town of Kent is approved to make any and all papers necessary to make sure the motion goes through

Motion carried unanimously

Resolution#134 Approval of Sick Leave Policy

On the motion by Councilwoman McGlasson

Seconded by Supervisor Fleming

WHEREAS, the Town Board of the Town of Kent recognizes that there may be times when an employee or employee's immediate family member has a serious illness and that employee may have depleted all available sick, vacation, compensatory and personal time; and

WHEREAS, the Town Board wishes to establish a policy authorizing the creation of a Sick Leave Bank for non-union employees who are struck with a serious illness or illness of an immediate family member;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby adopts a policy authorizing the creation of a Sick Leave Bank as follows:

1. Effective immediately, a non-union employee (the "Employee") or the Town Supervisor may request the creation of a Sick Leave Bank for the Employee, where he or she requires the use of more sick days than are allocated to that Employee in a given calendar year.
2. To qualify for the creation of a Sick Leave Bank, the Employee or the Employee's immediate family member must be ill, disabled or recovering from a serious illness, accident or surgery and the Employee must have depleted all available sick, compensatory, personal and vacation time. "Immediate family member" shall be defined as an Employee's spouse or child.
3. Requests for the creation of a Sick Leave Bank should be made by the Employee to the Supervisor and forwarded to the Town Board with the Supervisor's recommendation whether or not to create the requested Sick Leave Bank. Upon a majority vote of the Town Board, a Sick Leave Bank can be created for the Employee, subject to any limitations or restrictions placed on the Sick Leave Bank by the Town Board as the Town Board may see fit.
4. Once a Sick Leave Bank has been authorized, non-union employees may donate sick days into the Sick Leave Bank by submitting their intentions in writing to the Supervisor. Such writing shall include the number of sick days seeking to be donated and the amount of sick days the donating employee currently has available for his or her own use.
5. No donating employee may donate sick days which would leave the donating employee with less than 6 sick days at any given time of the calendar year.
6. No employee may donate in excess of (2) weeks of sick time per donor per occurrence of illness/disability.
7. Sick days which are unused by the Employee for whom the Sick Leave Bank is set up may or may not be returned to the donating employee at the discretion of the Town Board.
8. No employee may use the buy-back option for sick day donations to any Sick Leave Bank.

9. The Employee does not continue to accrue time while using donated time.
10. An Employee who has changed his or her employment status from full time to part time after illness may not use donated time to retain full time status.
11. Nothing in this policy shall prohibit an employee who has retained full time status from using sick bank days intertwined with actual working days to return to work on a gradual basis.
12. Donations must be made in full day-equivalents; and

BE IT FURTHER RESOLVED, that this Sick Leave Bank Policy shall be included in the appropriate portion of the Employee Handbook; and

BE IT FURTHER RESOLVED, the Town Board of the Town of Kent hereby authorizes and directs the Supervisor to execute any and all documents necessary to give effect to this Resolution.

Motion carried unanimously

Resolution#135 Approve Appointment of Planning Board Member

On the motion by Councilwoman McGlasson

Seconded by Councilman Chin

WHEREAS, there is currently a vacancy on the Town of Kent Planning Board; and

WHEREAS, by Resolution No. 3 of the year 2016 the Planning Board recommended that the Town Board of the Town of Kent appoint Mr. Gary Lam to fill the vacant position; and

WHEREAS, the Town Board wishes to accept the recommendation of the Planning Board.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby appoints Mr. Gary Lam to fill the vacancy on the Town Planning Board. The term of Mr. Lam's appointment will be March 15, 2016 through December 31, 2022.

Motion carried unanimously

Resolution#136 Approval of Employee Transfer

On the motion by Councilwoman McGlasson

Seconded by Councilman Huestis

WHEREAS, the Town of Kent is seeking to fill the position of Construction Equipment Operator for the Lake Carmel Park District; and

WHEREAS, Patrick Johnson is currently employed by the Department of Highway and has expressed an interest in transferring to the Lake Carmel Park District; and

WHEREAS, the transfer is a lateral transfer;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby authorizes the lateral transfer of Patrick Johnson from the Highway Department to the Lake Carmel Park District effect March 16, 2016; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Kent hereby authorizes the Supervisor to execute any and all documents necessary to give effect to this resolution.

Motion carried unanimously

Resolution#137 Accept Resignation of Director of Finance

On the motion by Councilman Chin

Seconded by Councilwoman McGlasson

WHEREAS, the Town Board of the Town of Kent is in receipt of the resignation of Michelle Summers as Town Director of Finance effective April 1, 2016; and

WHEREAS, the Town Board wishes to authorize its Town Clerk, Yolanda D. Cappelli, to advertise for applications for Town Director of Finance.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board accepts, with regret, the resignation of Michelle Summers as Town Director of Finance; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Kent hereby authorizes its Town Clerk, Yolanda D. Cappelli, to advertise for applications for the position of Town Director of Finance.

Motion carried unanimously

Resolution#138 Approval of Lake Carmel Fire Department Members for Service Awards Program

On the motion by Councilman Chin

Seconded by Councilman Huestis

WHEREAS, the Town of Kent is currently in receipt of a list of members of the Lake Carmel Fire Department who have qualified as Service Award Recipients for the year 2015 (the "List"), which List is annexed hereto and made a part hereof; and

WHEREAS, the Lake Carmel Fire Department has requested that the Town Board approve the List and the Town Board wishes to approve the List; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby approves the List of Service Award Recipients for the Lake Carmel Fire Department as annexed; and

BE IT FURTHER RESOLVED, that the Town Board of the Town of Kent hereby authorizes the Supervisor to execute any and all documents necessary to give effect to this resolution.

Motion carried unanimously

Resolution#139 Approve Proposal for Pump House Repairs

On the motion by Councilman Chin

Seconded by Councilwoman McGlasson

WHEREAS, following inspection, Lumar Plumbing & Heating Inc. has advised of a number of necessary repairs for the Kent Water District No. 1 pump house, including the replacement of pressure tanks and the updating of piping and pumping equipment; and

WHEREAS, Lumar Plumbing & Heating Inc. has provided a proposal for the aforementioned repairs at a cost of \$7,100, a full and complete copy is annexed hereto and hereby made a part hereof; and

WHEREAS, the Town of Kent wishes to accept the proposal from Lumar Plumbing & Heating Inc. and authorize the repairs.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Kent hereby approves the proposal set forth by Lumar Plumbing & Heating Inc. for the price set forth on the proposal in the amount of \$7,100; and

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized and directed to execute any and all agreements and other documents necessary to give effect to this Resolution, consistent with the terms hereof, all in form satisfactory to the Supervisor and the Town Attorney.

Motion carried unanimously

Resolution#140 Add Amendment to Section 803 of the Employee Handbook to the Agenda

On the motion by Supervisor Fleming

Seconded by Councilman Denbaum

Resolved: Amendment to Section 803 of the Employee Handbook Sick Leave specifically section titled "Proper Use of Sick Leave" be added to the agenda

Motion carried unanimously

Resolution#141 Approval of Amendment to Section 803 of the Employee Handbook

On the motion by Supervisor Fleming

Seconded by Councilman Chin

Resolved: Amend Section 803 of the Employee Handbook "Proper Use of Sick Leave", the last sentence which demands that sick leave credits may not be used in increments of less than four hours to amend four hours to two hours be approved.

Motion carried unanimously

Resolution#142 Approve Vouchers and Claims

On the motion by Councilman Huestis

Seconded by Supervisor Fleming

Resolved: Voucher #200136848, 200136879-200136993 and claims submitted by:

1. City Carting	\$4,752.11	Lake Carmel Garbage
	\$2,488.06	
	\$2,195.65	
2. Comp Alliance	\$14,171.39	Assessment Fee
3. Timothy J. Curtiss	\$6,804.00	Sept- January 2016 Traffic
	\$4,208.35	November 2015 General
	\$3,371.85	January 2016 General
4. Danbury Auto Spring & Welding	\$3,412.93	Sanitation #17A
5. Hogan & Rossi	\$5,416.63	Legal Services
6. NYCOMCO	\$2,622.00	2 Way Radio Police
7. Purchase Power	\$2,000.00	Postage
8. Windstream	\$4,122.53	Telephone Service

In the amount of \$99,597.85 may be paid

Motion carried unanimously

Resolution#143 Adjournment to Executive Session

On the motion by Supervisor Fleming

Seconded by Councilman Denbaum

Resolved: The town board adjourned at 8:55 p.m. for executive session.

Motion carried unanimously

Resolution#144 Adjourn Meeting

On the motion by Councilwoman McGlasson

Seconded by Councilman Chin

Resolved: The town board meeting of March 15, 2016 adjourned at 9:48 p.m.

Motion carried unanimously

Respectfully submitted,

Lauren Louderback
Deputy Town Clerk